

# ERLESTOKE PARISH COUNCIL

## Parish Clerk

Mrs Linda Roberts  
44 Westlands Lane  
Beanacre  
Wiltshire  
SN12 7QE

## Chairman

Mr Stan Jonik  
55 High Street  
Erlestoke  
Wiltshire  
SN10 5UA

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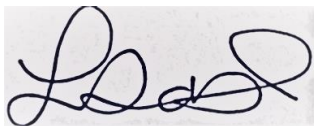
**To:** Councillor J S F Jonik – (Chairman)  
Councillor M R D Barton  
Councillor N J M Barton  
Councillor J B R Durham  
Councillor J J R Hunt-Davis  
Councillor K Lewcock  
Councillor F Morgan-Frise

19<sup>th</sup> October 2018

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **Parish Council Meeting of Erlestoke Parish Council**. The meeting will be held **in the Parish Church on Wednesday 24th October 2018 at 7.15pm**. (LGA 1972 sch.12 para 10(2)(a). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the parish Council's Standing Order No. 60.

Yours sincerely



Mrs L A Roberts BA (Hons) PGCAP FHEA, Fellow ILCM  
**Parish Clerk**

**ERLESTOKE PARISH COUNCIL**

**Wednesday 24<sup>th</sup> October 2018**

**Public Participation** – To receive questions from members of the public.

**AGENDA**

**1. APOLOGIES**

To receive apologies for absence.

**2. DECLARATIONS OF INTEREST**

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

**3. MINUTES**

To confirm as a correct record the minutes of the Parish Council Meeting held on Wednesday 22<sup>nd</sup> August 2018. (Re-scheduled from 15<sup>th</sup> August 2018).

**4. REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL**

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and or the Area Board.

**5. POLICE REPORT**

To note the report from the Community Policing Team of 30 September 2018, circulated with agenda.

**6. FINANCE**

**6.1 BANK BALANCES**

Treasurers Account	£4,877.54
Business Bank Instant	£8,749.53

### 6.3 BANK RECONCILIATION

For noting, circulated with agenda.

### 6.2 UPDATED CASH BOOK 2018/19

For noting, circulated with agenda.

### 7. CLERKS' SALARY FOR JULY, AUGUST AND SEPTEMBER 2018 FOR APPROVAL AND PAYMENT

Members are requested to approve the Clerk's salary payment as detailed. Time sheet and details of expenses circulated with agenda.

<b>Salary</b>	<b>£657.04</b>
<b>Less Tax</b>	<b>£ 208.40</b>
<b>Net Salary</b>	<b>£448.64</b>
<b>½ Year working from home allowance</b>	<b>£187.50</b>
<b>Mileage</b>	<b>£ 19.90</b>
<b>Printing</b>	<b>£ 10.00</b>
<b>Stamps</b>	<b>£ 0.65</b>
<b>Total Due</b>	<b>£ 666.69</b>

### 7.4 PAYMENTS BY DIRECT DEBIT

Members are requested to approve the following payments by direct debit.

12<sup>th</sup> September 2018 **£5.39** Zen Internet (for website hosting)

13<sup>th</sup> October 2018 **£5.39** Zen Internet Ltd

### 7.5 INVOICE FOR PAYMENT – PLAYSAFETY (ROSPA INSPECTION)

Approval of Invoice (circulated with agenda).

Members are requested to agree payment of the invoice for £77.00, plus vat at £15.40, total £92.40.

### 8. ELECTRIC SUB STATION ERLESTOKE

The title to the land is not registered with the Land Registry. SSE have agreed to contribute £500.00 towards legal costs in order to register the title. Members are requested to agree that the Parish Clerk instructs a solicitor to register our title to the land.

Once title has been registered SSE will pay the £1000.00 ground rent due to the Parish Council.

**9. PARISH COUNCIL WEBSITE**

Update by the Chairman Councillor Jonik.

**10. WATER HOUSE BUILDING**

Report of the Parish Clerk to follow.

**11. GRANT FUNDING**

**11.1 CITIZENS ADVICE**

A request for funding has been received from Citizens Advice, details circulated with agenda. Members are asked to consider whether the Parish Council would like to support this cause and at what level they would be prepared to offer a grant.

**11.2 DONATION TO CHURCH FOR USE OF THE CHURCH FOR PARISH COUNCIL MEETINGS**

The Parish Council usually award an amount of £170.00 to the Parish Church for use of the Church for Parish Council Meetings.

**11.3 DONATION TO THE VILLAGE NEWSLETTER**

The News (Village Newsletter)           £50.00

**11.4 DONATION TO THE THREE VILLAGES MINI BUS**

Three Villages Mini Bus                   £50.00

**12. ELECTORAL REVIEW OF WILTSHIRE COUNCIL – UPDATE CONSULTATION ON NEW DIVISION BOUNDARIES**

Proposal drawn up by Lance Allen, Town Clerk, Trowbridge Town Council for discussion. Details circulated with agenda.

**13. COUNCIL TAX SETTING TIMETABLE**

To note the correspondence received from Wiltshire Council, circulated with agenda.

**14. NATIONAL PLANNING POLICY FRAMEWORK (NPPF)**

To note the new revised NPPF circulated with agenda and correspondence from Wiltshire Council highlighting the changes.

**15. SOCIAL HOUSING GREEN PAPER**

Correspondence from Wiltshire Council circulated with agenda for noting and comments.

## **16. DEFIBRILLATOR TRAINING**

Members are requested to agree a date for training to take place in the Village Church by Julia Doel of South Western Ambulance Services.

Tuesday 6<sup>th</sup> November 2018

Monday 12<sup>th</sup> November 2018

Tuesday 13<sup>th</sup> November 2018

Thursday 15<sup>th</sup> November 2018

Monday 26<sup>th</sup> November 2018

Thursday 29<sup>th</sup> November 2018

## **17. PARISH STEWARD PROGRAMME**

For discussion and agreement by members for any work to be reported for attention in the village. Schedule circulated with agenda.

### **17. Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.**

- Safety of school children crossing the B3098
- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall – Funding Information, Parish Clerk
- Traffic Calming in the Village

## **18. To receive reports from EPC Representatives**

### **18.1 Footpaths**

### **18.2 Police**

## **19. Correspondence circulated via clerk's email for noting**

18.9.18 Wiltshire Council – Parish Newsletter

18.9.18 Wiltshire Council – Temporary Closure of Mill Road (part) Worton 30.10.18 – 31.10.18

18.9.18 Wiltshire Council – Temporary Closure of B3098 Cheverall Road (part), Cheverall Parva and West Lavington (29.10.18 – 1 day)

18.9.18 Rural Services Network – Monthly Bulletin

28.9.18 Parish Steward Programme Devizes Area Autumn 2018  
30.9.18 PCSO Georgina Dodd – Monthly Parish Report  
1.10.18 Police and Crime Commissioner – Fairer Funding  
4.10.18 Wiltshire Council – Focusing on the Future, invitation to public event  
4.10.18 Rural Services Network – Monthly Bulletin

**20. Date of next meeting, Wednesday 7<sup>th</sup> November 2018**

## ERLESTOKE PARISH COUNCIL

### Minutes of the Parish Council Meeting (rearranged from 15<sup>th</sup> August 2018) held on Wednesday 22<sup>nd</sup> August 2018

- Present:** Councillor J S F Jonik – (Chairman)  
Councillor J B R Durham  
Councillor K Lewcock
- Officers:** Mrs L A Roberts – Parish Clerk
- In Attendance:** Richard Gamble – Unitary Councillor for Wiltshire

#### Public Participation

It was reported that motor cyclists are riding around the lake at high speed, concern was expressed about the activity becoming dangerous. It was advised that any problems of this nature should be reported to the Police immediately on 101.

The Chairman, Councillor Jonik advised of a complaint he had received about the narrowing of the road at Lower Road. It is thought that the reduction is due to the earth bank encroaching onto the road. It has reduced so much that two cars struggle to pass. The matter would be reported to Wiltshire Council, Highways Team,

#### 368/18 APOLOGIES

Apologies for absence were received from Councillors Hunt-Davis, M Barton and N Barton.

It was proposed by the Chairman, Councillor Jonik, seconded by Councillor Lewcock and

**UNANIMOUSLY RESOLVED** to approve the reasons for absence of Councillor Hunt-Davis, due to his work commitments which have detained him out of the country.

#### 369/18 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 370/18 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 4<sup>th</sup> July 2018 having previously been circulated were signed by the Chairman, Councillor Jonik as a correct record.

## **371/18            REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL**

- Councillor Gamble advised of a problem he had incurred at the High Street, Erlestoke. A lorry delivering to Turners had caused an obstruction. Its presence created a large tailback of traffic in the village. Councillor Gamble enquired whether this was a regular occurrence as he was concerned about access for emergency vehicles. He reported that the driver of the lorry was not co-operative when requested to move. The Parish Council advised that luckily it wasn't a regular occurrence.
- Councillor Gamble reported that New Road would be having some repairs carried out during September. Details of the work would be published on the Parish Council Website.
- It was reported that no changes to the parking in Devizes will take place until at least May 2019.
- The next Area Board meeting is on 10<sup>th</sup> September 2018 to be held in The Hub, Devizes Library.

## **372/18            POLICE REPORT**

It was agreed that the problem with motor bikes and quad bikes riding near the Lake should be reported to the Police. This included the Park Area and the car park by the Church.

In response to PCSO Georgina Dodd request to identify areas to target for patrols it was agreed that the problem with motor bikes and quad bikes riding near the Lake should be reported to the Police. This included the Park Area and the car park by the Church.

## **373/18            FINANCE**

### **373/18.1        BANK BALANCES**

Treasurers Account	£5,538.15
Business Bank Instant	£8,749.53 (VAT received of £248.22)
<b>Total</b>	<b><u>£14,287.68</u></b>

### **373/18.2        BANK RECONCILIATION**

The bank reconciliation was noted.

### **373/18.3        UPDATED CASH BOOK 2018/19**

The cashbook was noted. The cashbook is now also available to view on the website.



## **374/18            ACCOUNTS FOR APPROVAL AND PAYMENT**

### **374/18.1            INSURANCE RENEWAL**

The Parish Clerk had received three quotations for insurance.

Zurich – Community First Trading	£331.56
Came & Company	£344.00
BHIB	£335.75

It was proposed by Councillor Lewcock, seconded by Councillor Durham and

**UNANIMOUSLY RESOLVED** to approve the insurance renewal payment of £331.56 to Zurich – Community First Trading.

### **374/18.2            MILES & FRANCIS**

It was proposed by the Chairman Councillor Jonik, seconded by Councillor Lewcock and

**UNANIMOUSLY RESOLVED** to approve the payment of £395.00 payable to Miles & Francis for grounds maintenance to the recreation area and the Secret Garden of £395.00.

### **374/18.3            PAYMENT TO LAND SEARCHES**

A reimbursement was due to the Parish Clerk for payment required in conducting the Land Search for The Waterhouse. Documents requested were the registered title, title plan and conveyancing documents.

It was proposed by the Chairman Councillor Jonik, seconded by Councillor Durham and

**UNANIMOUSLY RESOLVED** to approve the reimbursement payment of £87.58 due to the Parish Clerk for the Land Search on the Water House.

### **374/18.4            PAYMENTS BY DIRECT DEBIT**

**£5.39** to Zen Internet Ltd (for website hosting)

The payment was approved and noted.

## **375/18            HORNBEAM TREE – THE PARK, SURVEY REPORT AND CHARGES OF £168.00**

It was proposed by Councillor Jonik, seconded by Councillor Lewcock and

**UNANIMOUSLY RESOLVED** to approve the payment of £168.00 including VAT and further **RESOLVED** that the payment is made electronically by the Parish Clerk.

**376/18 THE ERLESTOKE SUB STATION**

Scottish and Southern now required evidence that the land was registered with Land Registry. The Parish Clerk would check out the title deeds and advise.

**377/18 PARISH COUNCIL WEBSITE**

The Chairman, Councillor Jonik would provide a training session for updating the website with members who wanted it. One training session had taken place between the Chairman, Councillor Jonik and the Parish Clerk. It is anticipated that members, once trained, could be allocated areas of responsibility for updating the website to share the load.

**378/18 WATER HOUSE BUILDING**

The Parish Clerk had heard from land searches who had requested the co-ordinates of the land and building. Councillor Durham agreed to forward the details to the Parish Clerk.

**379/18 CITIZENS ADVICE – REQUEST FOR SUPPORT**

It was agreed that this matter should be brought to the next meeting for consideration.

**380/18 Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.**

Some dates for defibrillator training were suggested as 5, 18 or 20 September to take place in the Church. After some discussion it was agreed that later in the year would be better and that a date in November should be arranged.

- Safety of school children crossing the B3098 – The Parish Clerk would chase the Community Area Manager of the Devizes Area Board to establish what progress is being made towards the traffic calming proposals agreed by Wiltshire Council and which had been partly funded by the Parish Council.
- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall – Funding Information, Parish Clerk

**381/18 To receive reports from EPC Representatives**

**381/18.1 Footpaths**

**381/18.2 Police**

**382/18 Correspondence circulated via clerk's email for noting**

- 28.7.18 August Police Report
- 1.8.18 Wiltshire Council - Temporary Closure of Mill Lane –
- 2.8.18 ROSPA – Play Area Inspection – September
- 6.8.18 Citizens Advice – Request for Support
- 7.8.18 Rural Services Newsletter
- 7.8.18 Wiltshire Council – Parish Newsletter

**383/18 Date of next meeting Wednesday 26<sup>th</sup> September 2018**

**The meeting closed at 9.45pm**

Signed: ..... Dated 17<sup>th</sup> October 2018  
**Chairman, Councillor Jonik**

